

HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE

Minutes of the regular meeting of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors held on Tuesday, October 20, 2020 at 9:00 a.m. in meeting room 1H&I located on the first floor of the Administration Building.

HR COMMITTEE MEMBERS PRESENT: Marsik, Greshay, Schmidt, Hilbert and Kuehl

MEMBERS EXCUSED: None.

ALSO PRESENT: Sarah Hinze, Human Resources Director; James Mielke, County Administrator; Tonia Mindemann, Assistant Human Resources Director; Megan Firari, HR Specialist; Sheriff Dale Schmidt; Ed Somers, Clearview Administrator/Executive Director.

Meeting called to order by Marsik at 9:00 a.m.

Roll call was taken. All members present.

There were no non-Committee Member County Board Supervisors present.

Marsik asked if anyone present had any public comments. There were none.

Closed Session:

Roll call vote was taken.

Motion by Greshay, second by Hilbert to convene in Closed Session. Before voting on the motion, Chairperson Marsik announced to all present that the closed session is pursuant to Section 19.85(1)(e), Wis. Stats., for conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically, developing negotiation strategies for collective bargaining with the Sheriff's Sworn Union, Local 120. The meeting is closed pursuant to section 19.85(1)(e) of the Wisconsin Statutes. Motion carried by unanimous vote of all members present at 9:01a.m.

Open Session:

Motion by Greshay, second by Kuehl to reconvene in open session. A roll call vote was taken. Motion carried by unanimous vote of all members present at 9:20 a.m.

Motion by Greshay to approve the minutes of the regular session meeting of October 6, 2020. Second by Schmidt. Motion carried without negative vote.

Hinze provided an update regarding the Open Enrollment process for employee self-service in Kronos indicating a communication was sent to employees on October 16, 2020 with step-by-step instructions to make 2021 Health Insurance and Flexible Spending Account elections. Hinze noted open labs are scheduled October 27th and 29th to assist employees with enrollment.

Hinze provided an update on the Families First Coronavirus Response Act Pay and the Dodge County COVID Plan pay reporting 2020 hours and wages related to COVID through October 2, 2020. Hinze stated that information was submitted to Road to Recovery for consideration for reimbursement.

The Committee reviewed the Personnel Requisitions. Mielke recommended approval of these requests.

Two (2) Correctional Officer
One (1) Highway Maintenance Technician

Sheriff's Office
Highway

Motion by Greshay to approve the Personnel Requisition as presented. Second by Schmidt. Motion carried without negative vote.

There were no leaves for consideration.

The Committee reviewed the Salary, Wage, and Status changes as presented.

NEW HIRE – UNION: None. NEW HIRE – UNION – PART TIME: Ronald Zenk, Court Security Officer II, Sheriff's Office, \$21.36, SSU02, 6M54, 10/19/2020. RECLASSIFICATION – UNION: None. PROMOTION – UNION: None. STEP INCREASE – UNION: APPOINTED OFFICIAL: Donald Hilgendorf, Supervisor, County Board, \$60.00/mtg, CB01, 10/20/2020. NEW HIRE – FULL TIME: Robb Borchardt, Highway Maintenance Technician, Highway, \$21.18, HWY05, ST01, 10/19/2020; Hope Ferguson, Social Worker II, Human Services & Health, \$25.80, DC07, ST01, 10/01/2020; Morgan Brennecke, Correctional Officer, Sheriff's Office, \$22.20, DC05, ST02, 10/05/2020; Carla Diaz, Correctional Officer, Sheriff's Office, \$21.62, DC05, ST01, 10/07/2020. HIRE – PART TIME: Stephanie Paff, Human Resources Secretary, Human Resources, \$16.95, DC03, ST01, 10/14/2020. LIMITED TERM/SEASONAL NEW HIRE: Raine Zietlow, Contact Tracer I – LTE, Human Services & Health, \$19.15, DC04, ST01, 10/26/2020; Jennifer Fowler, Contact Tracer I – LTE, Human Services & Health, \$19.15, DC04, ST01, 10/06/2020; Katelyn Ritchie, Contact Tracer I – LTE, Human Services & Health, \$19.15, DC04, ST01, 10/05/2020. LIMITED TERM/SEASONAL REHIRE: None. RECLASSIFICATION: None. PROMOTION: Dawn Learned, Communications Sergeant, Sheriff's Office, \$28.76, DC07, ST05, 10/08/2020. TEMPORARY ASSIGNMENT: None.

There were no Orientation Period Reports for review.

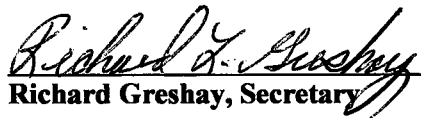
HR Director's Report:

- a) Summary of Employee Resignations/Retirements: Hinze and Firari presented a summary of recent employee resignations/terminations.
- b) Grievances and Arbitrations: None to report

Future Agenda Items: Contact Tracer Pool, COVID Update, Sheriff's Office Special Assignment Policy, Sheriff's Office Conversion of Holiday and Vacation to Comp Policy, Sheriff's Office Hours of Work Policy, Negotiations.

It was the consensus of the Committee to schedule the next meetings of the Human Resources and Labor Negotiations Committee as follows: Regular Meetings **Tuesday, November 3, 2020 at 9 a.m. and Tuesday, November 17, 2020 at 9:00 a.m. and Special Meeting Tuesday, October 27, 2020 at 9:00 a.m.** which will be held in rooms 1H & I of the Administration Building.

Meeting adjourned by order of the Chairperson at 9:41 a.m.


Richard Greshay, Secretary


Joseph Marsik, Chairperson

Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.

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Minutes of Closed Session of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors on Tuesday, October 20, 2020 at 9:00 a.m. in meeting room 1H&I located on the first floor of the Administration Building.

HR COMMITTEE MEMBERS PRESENT: Marsik, Greshay, Hilbert, Schmidt and Kuehl

MEMBERS EXCUSED: None

**ALSO PRESENT: James Mielke, County Administrator; Sarah Hinze, Human Resources Director
Tonia Mindemann, Assistant Human Resources Director; Sheriff Dale Schmidt.**

Closed Session:

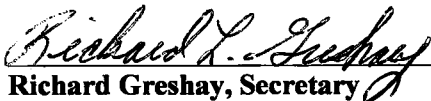
Roll call vote was taken.


Motion by Greshay, second by Hilbert to convene in Closed Session. Before voting on the motion, Chairperson Marsik announced to all present that the closed session is pursuant to Section 19.85(1)(e), Wis. Stats., for conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically, developing negotiation strategies for collective bargaining with the Sheriff's Sworn Union, Local 120. The meeting is closed pursuant to section 19.85(1)(e) of the Wisconsin Statutes. Motion carried by unanimous vote of all members present at 9:01 a.m.

There was discussion regarding strategies for collective bargaining with the Sheriff's Sworn Union, Local 120, Labor Association of Wisconsin.

Open Session:

Motion by Greshay, second by Kuehl to reconvene in open session. A roll call vote was taken. Motion carried by unanimous vote of all members present at 9:20 a.m.


Richard Greshay, Secretary


Joseph Marsik, Chairperson

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